MAIDENCREEK TOWNSHIP AUTHORITY

Regular Meeting Minutes
May 8, 2013

Attending: Earl Rothermel, Daniel Novakovich, Kim Rossetti- Recording Secretary, Patrick Donovan- MTA Manager, Robert Hobaugh- Stevens & Lee/ MTA Solicitor, Greg Unger- Systems Design Engineering, Inc./ MTA Engineer

Absent: Gary Saggio

Guests: Tom Duffy- SDE, Inc., Cody Rhoads, Claude Beaver- Maidencreek Twp. Supervisor, Peter Mullenberg, Lynx Computer Technologies, Inc., Christopher Bradley

Earl Rothermel called the Regular meeting to order at 6:30 PM.

PUBLIC COMMENT

None

PLAN REVIEW STATUS

Village at Summit Crest

Christopher Bradley addressed the Board as he is considering modifying the existing plan to use the public water supplies for the lower part of the property. He stated it is a conceptual idea at this time as his Professional Staff is working on providing pressure and flow calculations to MTA's Manager and Engineer. The new plan may have 40-90 additional units to the system bringing the total between 100 and 150.

Patrick Donovan and Greg Unger reported MTA does have the capacity and believed the system could be tied into the current booster pump station in the Treetops area, as long as the new plans were technically feasible. The Board came to a consensus, agreeing to serve the units as long as the technical aspects are correct.

DEVELOPMENT CLOSEOUT STATUS

Village of Summit Crest

Robert Hobaugh reported that he spoke with Developer's Attorney regarding the Bills of Sale. Revised documents were received and forwarded to SDE, Inc. for their review.

Melrose Place

Mr. Hobaugh reported that he spoke with Developer's Attorney and received another set of documents. There are still outstanding engineering issues.

APPROVAL OF PRIOR MEETING MINUTES

Motion

Daniel Novakovich made a motion to approve the April 10, 2013 Regular Meeting Minutes, seconded by Earl Rothermel. All voted in favor; the motion passed.

UPDATE -WELL CLOSURES

Mr. Donovan advised the Board that Eichelbergers changed some of the work, in the field, during the well closures. The changes resulted in a final charge of approximately $5,546.00, over $4,000 less than the bid amount. Eichelbergers charged only for time and materials necessary to complete the job.

NEW BUSINESS

Computer System Upgrade

Peter Mullenberg of LYNX Computer Technologies, Inc. reviewed the existing system and identified areas of concern with the aging infrastructure. Mr. Mullenberg provided a detailed explanation of the File Server Upgrade quote. LYNX is a PA Costars authorized vendor. The system upgrade will also include fully managed Cloud Based Storage and Disaster Recovery capability for an additional $178 per month.

Motion:

Daniel Novakovich made a motion to authorize the manager to upgrade the computer system, including the monthly storage charge, as quoted by LYNX but substituting the three 10-Hour service hour packages with one 50-Hour service hour package at an additional cost of $1,800, seconded by Kim Rossetti. All voted in favor; the motion passed.

UNFINISHED BUSINESS

Pension Plan Probation Period	Tabled pending Pension company response
Administrative Fee for Payment Plans	Tabled for 30-60 days
Excess Use Letter	Tabled
Home Occupation	Tabled
Authority Funds	Mr. Donovan will have 2 proposals by the next Board Meeting.

LEAK REDUCTION

None

SOLICTOR'S REPORT

Robert Hobaugh provided the Board with a written summary report prior to the meeting. He did not have anything to add to the report.

ENGINEER'S REPORT

Mr. Unger provided the Board with a written summary report prior to the meeting. Areas at Wells 3 and 4 were successfully closed. He continues to work with the Manager to address the Well 2 area clean up and will meet with the property owner.

AUTHORITY MANAGER'S REPORT

Mr. Donovan provided the Board with a written summary report prior to the meeting. Mr. Donovan reported it was a busy operations month:

Well 5 is back on line, the resins were cleaned, and it was converted to a clean evaporated food-grade salt

WWTP is operating with the new chemical and is producing very good results

The To-Do list was reviewed and prioritized and is going well

OFFICE ADMINSTRATOR BUSINESS

Reduction Letters None

Operating Fund Transfers to Savings Account - $0

Bills- (Approval and Release)

Solicitor's Reimbursable Expenses

Engineer's Reimbursable Expenses

Motion

Kim Rossetti made a motion to approve the Operating Fund Transfer to Savings and Bill Payments at one time, in one motion, seconded by Daniel Novakovich. All voted in favor; the motion passed.

Motion

Daniel Novakovich made a motion to approve the following transactions, seconded by Kim Rossetti. All voted in favor; the motion passed.

- Operating Fund Transfer to Savings Account $ 0
- Bills for Approval & Release -
  - A) Routine/ Regular February Bill List $ 17,898.57
  - B) Construction in Progress $ 0
  - C) Reimbursable Expenses Paid by Developer $ 1,142.36
  - D) Payroll Transfer from Operator Account $ 29,608.37
  - E) Validate Checks Signed Between Meetings $ 2,325.04
  - F) Special Checks Requiring Special Handling $ 25,458.89
  - G) Additional Checks after Board Book Delivery $ 13,748.67
- Solicitor's Reimbursable Expenses –
  Developer Invoices dated 4/12/13, submitted 5/3/13, totaling $524.40 billed directly to the developer or paid from Escrow Funds.
- Engineer's Reimbursable Expenses-
  Engineering Bills for Sewer dated 4/30/13, submitted 5/3/13, totaling $525.55, billed directly to the developer or paid from Escrow Funds.

CORRESPONDENCE

None.

COMMENTS FROM THE BOARD

Mr. Rothermel shared a card from Patricia Hecker.

REVIEW LEGAL FEE PROPOSALS

The Board reviewed and discussed the solicitor proposals. The Board directed the Manager to schedule interviews and a meeting to review and discuss the proposals and interviews.

EXECUTIVE SESSION

None

ADJOURNMENT

Having no further business for the evening, Kim Rossetti made a motion to adjourn, seconded by Dan Novakovich. All voted in favor; the motion passed.

The meeting adjourned at 8:30 PM.
The next Regular Meeting will be on June 12, 2013 at 6:30pm.

Respectfully Submitted,

Kimberly Rossetti
Recording Secretary

Minutes are subject to change prior to approval of the Maidencreek Township Authority.

cc: Maidencreek Township Authority Board
Patrick Donovan, Maidencreek Township Authority General Manager
Greg Unger, Systems Design Engineering, Inc., MTA Engineer
Robert Hobaugh Jr., Esq., Stevens & Lee, MTA Solicitor
JoAnn Schaeffer, Maidencreek Township Authority Secretary
Maidencreek Township Authority Plant Operators
Maidencreek Township Board of Supervisors
Maidencreek Township Planning Commission
Eugene Orlando, Esq., Orlando Law Firm, Solicitor
Diane Hollenbach, Maidencreek Township Manager
Ontelaunee Township
Kosmerl & Company